

NORTH RUNCTON PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at the Village Meeting Place

Tuesday 9th June 2026 - 7.45pm

Present: Cllr K Fuller (chair), Cllr P Yallop, Cllr J Fuller, Cllr K Williams, Cllr J Braybrook, Cllr R Morrish, Cllr S Palmer, Cllr B Houchen
County Councillor Mike Westman

2 members of the public, In attendance: The Clerk – Rachel Curtis

1. To accept any apologies – Cllr Mills

2. Declaration of Interest / Dispensation in Items on the Agenda – None

3. County and Borough Councillors Matters

Cllr Westman said that he had visited the Saddlebow depot and met with Highways officers, Jay Morse and Andy Wallace. He noted that the new portfolio holder for Highways and Transport is Tom Dickerson. He has had a meeting with Borough Council officers - Hannah Wood-Handy and Nicky Patten. He has arranged with Cllr Morrish to be shown around the WWGA site.

4. Public Participation

4.1 Report from Ken Matthews, Church Warden - The church grant application has been submitted for National Lottery Heritage funding, with some final reports being reviewed. Recorded thanks to Cllr Palmer for his help in the process to put the application together. An announcement of schemes to be awarded funding will be made on 30th September. There has been positive feedback during the submission process from National Lottery - so fingers crossed. During a recent survey, bats have been found and this will now need further investigation. And may lead to filing for a licence for the project. Works have been completed on the Gurney vault to stop water coming in and the area has been jet steam cleaned.

Specification for a complete restoration to follow. The Parish Magazine will no longer be published in its present form. The PCC are looking into an organisation called 'Community Ad' to compile a newsletter or similar, there is a meeting next week to discuss this. Forthcoming events – 19th June – 50's/60's singers – tickets £10. On behalf of the PC Cllr K Fuller wished the PCC good luck with their grant application.

4.2 A resident raised again the condition of the cycle path along the A10 from Rectory Lane to Chequers Lane. ACTION: Clerk to report.

4.3 Resident also asked about progress of the pedestrian path clearing at the entrance to Cedar Grove. The Clerk explained that the area had been programmed in to be cleared and resurfaced, however this has not been done. ACTION: Clerk to contact NCC Highways directly and copy in the County Councillor.

5. To approve the Minutes of the Parish Council Meeting held on 12th May 2026

The Council approved the minutes and the Chairman duly signed.

6. Clerks Report on any matters arising from the minutes of 12th May 2026 and subsequently any matters arising that have been actioned not on the agenda for this month's meeting.

6.1 Bus shelter grant opportunities – Funding by Transco does not allow Parish Councils to apply. Cllr Morrish to investigate with the planning authority as to where any new bus shelters would be placed within the new development before proceeding any further. Cllr Braybrook has been offered a metal bus shelter for free which has been removed from another site. Further discussion required.

6.2 Litter picking in West Winch – speaking to the WWPC Clerk it was confirmed that the WWPC has their own operative who collects litter on a regular basis. It is still thought that the Borough Council also collects rubbish in the area – ACTION: Clerk to investigate.

7. To report on VMP Management Matters

7.1 The work has been completed to the sockets in the entrance hall and the back door lock has been repaired.

7.2 VMP wall – Cllr Morrish has followed this up as the crack is expanding due to water ingress and vegetation growing out of it. ACTION: Contractor to be sourced.

7.3 Batteries have been replaced in overhead projector remote. New batteries also in the remote for the roof lights which had not been working.

7.4 The VMP will be used as a polling station on 16th July for the Police Crime and Commissioner elections.

8. To consider biodiversity and action planning within the Parish

- To review outstanding work for completion in 26/27

Councillors reviewed and updated the list as follows:

WORK	ACTION
Repair the Church Gate	In process of obtaining 3 quotes.
Re-gravel path at Old Hall Walk	Prices obtained for materials Clerk to chase contractor for quote to carry out all work.
Repaint Telephone Kiosk	Cllrs Braybrook and K Fuller volunteered to complete this work in the Summer
Repair bollard on corner of the Green	Clerk to confirm contractor availability
Grit Bin Lid or whole bin needs replacing	Clerk has reported broken lid to Norfolk County Council.
Sealant needed on the bus shelter roof on the A10	The whole condition of the shelter is under review and Cllr Morrish investigating the ongoing location of the shelter within the new development and Clerk to explore possible funding opportunities if a replacement is appropriate. Cllr Braybrook potentially has a 'free' metal bus shelter.
Split in the VMP external Wall	Cllr Morrish to obtain quotes for repair.
Upkeep of the hedge on the church path	Cllr Palmer to explore the possibility of clearing this with conservation volunteers on a date close to the annual churchyard clear up so that debris can be taken away all together
Maintenance of Pond	Cllr J Fuller is in discussion with Transco Gas to obtain a permit to carry out the work required.
Replacement Christmas Tree for the Green	Cllr Braybrook has reserved a tree for collection later in the year. And will ensure correct planting and aftercare is carried out.
Restoration of the War Memorial	Awaiting a quote from a stone mason contractor.

9. North Runcton an Hardwick Conservation Volunteers

Cllr palmer has asked RRT to clear the permissive path, which they have confirmed they will complete as soon as they can.

10. To consider social media communication by the Parish Council

Councillors discussed the creation of a facebook page to advertise NRPC information, it was generally agreed that this is a good idea to get information out that people would easily see. The page would be closed to all comments and therefore an information page only. Cllr Braybrook said he had created a test page and will liase with the Clerk. A social media policy will need to be agreed and will be included at the July meeting when all policies are reviewed. It was acknowledged that the website needs to be updated.

11. Highways – the Council will discuss any Highways issues

12. Planning

- a) Applications to consider
 - none
- b) Decisions from the Borough Council
 - none

To Note:

26/00819/F - SELF BUILD: One dwelling with garage at Land Between 30 And 32

West Winch Road West Winch Norfolk. An application was submitted but BCKLWN have refused to determine it because they say it is too close to a previous refusal.

13. To hear any other planning issues relevant to the Neighbourhood Plan/Stakeholders Group

Stakeholders meeting at KLIC – 18th June.

14. Correspondence

15. Finance

a) To agree the statements in the AGAR 2025/26

Councillors considered each of the statements on page 4 of the AGAR and answered appropriately. The return was then signed by the Clerk/RFO and Chair.

b) To hear an update on Cashbook balances

	Opening Bal 01/05/26 £	- Expenditure £	+ Income £	Closing Bal 31/05-/26 £
NRPC Account	22,171.13	3,347.81	0.00	18,823.32
VMP Account	3,169.84	1,339.03	194.34	2,025.15
Redwood Savings	31,222.81	0.00	0.00	31,222.81
				52,071.28

The following payments will be considered for approval for April;

Date	Supplier	Description of Service	Invoice amount
VMP			£
05/06/26	R Curtis	Clerks Salary & Exp – 06/04 – 05/05	205.66
05/05/26	Mr Brights	Cleaning 07/05 – 03/06/26	214.20

20/05/26	OJS Electrical	Replace sockets and heater in foyer	558.19
01/06/26	Magpie Security	Repairs to back door lock	151.38
			1,129.43
<i>NRPC</i>			
05/06/26	R Curtis	Expenses - Laptop	725.67
05/06/26	R Curtis	Clerks Salary – 06/04 – 05/05	754.09
01/05/26	Key Garden	Grass Cutting	144.00
02/06/26	Curae-Group	DeFib Service	156.00
11/05/26	Westcotec	SAM 2 Sign Repair	450.60
			2,230.36

16. Public Participation

17. Items for future agenda – Annual Review of Policies and Procedures

18. Dates of next meetings – 14th July 2026, no meeting in August by tradition

The meeting closed at 9.00pm

Signed 14th July 2026